

State of Nevada
State Emergency Response Commission
Hazardous Material Emergency Preparedness
2621 Northgate Lane, Suite 10, Carson City, NV 89706
(775) 687-6973 Fax: (775) 687-8798

Application Title Page
Original Signatures Required

Applicant Nevada Emergency Management
Agency: _____ Address: 2525 S. Carson Street
2478 Fairview Drive (Oct. 2)
City: Carson City Zip: 89710 Phone No: 775-687-4240
775-684-0300 (Oct. 2)
FAX 775-687-6788 E-Mail Address: preinschmidt@dps.state.nv.us
No.: _____
Name of LEPC(State Agency) Frank Siracusa
Chair: _____
Kamala Carmazzi 775-687-4240 775-687-6788
Fiscal Officer: _____ Phone 775-684-0300
No: _____ Fax No: _____

Budget Summary:

Planning (rounded up)	\$
Training (rounded up)	\$ 6,486
TOTAL PROJECT	\$ 6,486

LOCAL EMERGENCY PLANNING COMMITTEE APPROVAL:

On behalf of the Local Emergency Planning Committee, I certify this body has reviewed the grant application and agrees to abide by the Federal and State procedures which are related to the acceptance of funds.

 Date: 9/7/06
(Signature LEPC Chairman)

GOVERNING BODY APPROVAL: (County Commissioner or County Manager)

The Local Emergency Planning Committee has the approval to apply for funding through this grant.

 Date: 9-7-06
(Signature)

Frank Siracusa, Chief
Nevada DPS-Division of Emergency Management

(Print Name & Title)

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SEP 07 2006

Nevada
SERC

07-HMEP -01

FFY 2007 HMEP grant application

**State of Nevada
Department of Public Safety
Division of Emergency Management
2525 S. Carson Street or
2478 Fairview Drive (Oct. 2, 2006)
Carson City, Nevada 89710**

CHECK SHEET

A finalized grant must include the following

- ☐ Title Page (two original signatures)
- ☐ Goals
- ☐ Objectives
- ☐ Budget
- ☐ Budget Narrative (detailed)
- ☐ Certified Assurances (two original signatures)
- ☐ LEPC Compliance Certification (original signature)
- ☐ 1 Original of the completed application packet
- ☐ Copy of the LEPC meeting minutes stating review and approval of this FFY07 HMEP grant application

Include this COMPLETED form with grant application

STATE OF NEVADA

STATE EMERGENCY RESPONSE COMMISSION

Hazardous Materials Emergency Preparedness Application Kit

The SERC has developed this application kit as a tool to apply for Hazardous Materials Emergency Preparedness (HMEP) sub-grants for Local Emergency Planning Committees. This grant is to provide for planning and training. The priority of the training funding will be to assist in sending personnel to the HazMat Explo10 Conference in Las Vegas, November 13 through 16, 2006.

This source of funding is derived from federal funds from the U.S. Department of Transportation. They must be accounted for separate from all other LEPC grants. The CFDA number for this grant is **20.703**.

The federal grant period is anticipated to be October 1, 2006 to September 30, 2007. However, funds may only be used for expenditures incurred during the period specified on the subgrant award. Any funds unexpended at the end of the grant period may be reallocated by the SERC through a mid-cycle grant.

The LEPC must be in compliance with Federal and State laws, regulations, and policies to be eligible for funding. If the LEPC becomes administratively non-compliant, grant funds may be de-obligated and the County will be liable for the expenditures.

Nevada DPS – Division of Emergency Management

Goals

The Nevada DPS-DEM wishes to train emergency operations staff in aspects of response to hazardous materials. This will assist personnel in coordination of hazmat and related emergency resources while conducting emergency management operations during activation of the State Emergency Operations Center. Comprehensive training is afforded at the Hazmat Explo conducted yearly in Las Vegas. Funding of this project will provide for personnel to obtain training in a single location that is otherwise not individually available throughout the year.

Objectives

To achieve this goal, we plan on sending individuals who are new to our organization to the conference in an effort to obtain baseline training in Hazardous Materials as well as any other related homeland security and emergency management typical education as follows:

Training

- 1** Send 6 persons from our operations staff to the Hazmat Expo conference to be held November 13-16 in Las Vegas.
- 2.** Enroll individuals in sessions that are response oriented and that would assist in coordination of State resources during time of emergency i.e. hazmat awareness, incident management, planning, etc..
- 3.** Obtain training that assists in achieving full compliance with National Incident Management System (NIMS) training requirements such as incident command awareness and operations.

Budget

Expenses:					
A. Transportation:					
<i>Airline Tickets</i>				Cost:	260.00
<i>State Motor Pool:</i>	<i>Rate Per Mile:</i>	0.18	<i>Miles:</i>	80	Cost:
					14.40
	<i>Rate Per Day:</i>	24.00	<i>Days:</i>	6	Cost:
					144.00
<i>Personal Car:</i>	<i>Rate Per Day:</i>	40.00	<i>Days:</i>		Cost:
	<i>Rate Per Mile:</i>				
	<i>State's</i>				
	<i>Convenience:</i>	\$0.4450	<i>Miles:</i>	64	Cost:
					28.48
	<i>Personal</i>				
	<i>Convenience:</i>	\$0.1875	<i>Miles:</i>		Cost:
<i>Airport Parking:</i>		\$12.00	<i>Days:</i>	6	Cost:
					72.00
	<i>Other Expenses: (Taxi, limo, shuttle, etc.)</i>		<i>Days</i>		Cost:
	<i>Total Transportation Costs</i>			Total:	518.88
B. Lodging					
	<i>Rate Per Day:</i>				
	<i>In-State</i>	\$58.00	<i>Days:</i>	5	Cost:
					290.00
	<i>Weekend Rate</i>	\$90.00	<i>Days:</i>		Cost:
	<i>Out-of-State</i>	\$90.00	<i>Days:</i>		Cost:
	<i>Total Lodging Cost</i>			Total:	290.00
C. Meals					
<i>Breakfasts</i>	<i>Rate Per Day:</i>				
<i>Lunches</i>		\$5.50	<i>Days:</i>	5	Cost:
					27.50
<i>Dinners</i>		\$6.50	<i>Days:</i>	5	Cost:
					32.50
	<i>In-State</i>	\$14.00	<i>Days:</i>	5	Cost:
					70.00
	<i>Total Meal Costs:</i>			Total:	130.00
D. Miscellaneous					
		\$2.00	<i>Days:</i>	6	Cost:
					\$12.00
<i>Registration Cost</i>					\$130.00
	<i>Total Misc. Costs:</i>			Total:	\$142.00
Total estimated trip expense: (A+B+C+D)					
<i>Per Person</i>					1080.88
<i>Total Grant funds for 6 persons</i>				Total:	6486.00

Budget Narrative

No other funding source has been identified that will provide for agency personnel to attend this training. The grant will pay for registration, travel, and per diem costs for individuals attending the training.

To achieve the goals and objectives as listed above, funding is hereby requested under the HMEP grant program to cover travel and per diem expenses for training of state personnel. Individuals will be refunded associated costs based upon approved state compensation rates. Funds not used, due to individuals no being able to attend, will be reverted back to the SERC with notification being provided both verbally and in writing. Extraordinary circumstances beyond agency control would cause such a situation where individuals may not be able to attend the training. All efforts will be made to avoid this type of situation.

CERTIFIED ASSURANCES

A COPY OF THESE ASSURANCES, IN ITS ENTIRETY, WITH ORIGINAL SIGNATURES, MUST ACCOMPANY THE GRANT APPLICATION

Upon acceptance of funding from the State of Nevada Emergency Response Commission (SERC), the lead governmental unit hereby agrees to the following Certified Assurances governing the awarding of funds.

- A) FINANCIAL REPORTS** – The grantee/sub-grantee agency is required to submit, at a minimum quarterly, financial reports to the SERC. Reporting must be made in accordance with all applicable federal, state, and local laws and regulations, and SERC Policies 8.5 and 8.6.

No expenditures or obligations will be eligible for reimbursement if occurring prior to the award period. All funds need to be obligated by the end of the grant period stated in the grant award, and expended and reported on within 45 days from the end of the award period. Failure to submit proper reports pursuant to current policies may jeopardize reimbursement and/or future funding from the SERC.

-) **Request for advance:** May be used only if expenses total over \$2,000.00 and is accompanied by a dated purchase order or quote.
- 2) Report on expenditure of advance:** Show the actual expenditure of the advanced funds. This report is due within 30 days of the date of the advanced check and must include copies of dated invoices and proof of payment. If the amount advanced is more than the amount spent, or the advanced amount is not spent within the 30 days, the unexpended funds are to be returned to the SERC within 45 days of the date of the check.

3) **Request for reimbursement:** Complete and submit a financial report form, at a minimum quarterly, for all expenditures funded by the grant. Include copies of dated invoices and proof of payment. Any other form of documentation for expenditures must be approved by the SERC staff. If additional funds are used toward the project, report those expenditures as a match in the appropriate line on the report form.

4) **Quarterly report required:** Financial reports are due at a minimum quarterly. If there are no expenditures within the quarter, a report with an explanation is required. Quarterly reports are due by the end of the month following the end of the quarter. Due dates for quarterly reports are as follows:

October 31 - (for reporting period July 1 to September 30);

January 31 - (for reporting period October 1 to December 31);

April 30 - (for reporting period January 1 to March 30); and

July 31 - (for reporting period April 1 to June 30).

5) **Final report:** There will be no further expenditures. This grant is closed and no further reports are necessary. This report is due by the final report date (45 days after the end of the award period), or if no further funds will be spent prior to the end of the award period.

B) **GRANT CHANGE REQUEST** - Grant expenditures are authorized for the purposes set forth in this application as approved in the grant award and in accordance with all applicable laws, regulations, and policies and procedures of the State of Nevada and the applicable federal granting agency. Any request for change in the project must be submitted to the SERC and approved in writing or on the record prior to its implementation. Approval may be required by the Funding Committee if the change is significant (SERC Policy 8.7).

C) The applicant certifies, through the submission of the grant application for funding, neither the lead agency, county government nor any of its participating agencies are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.

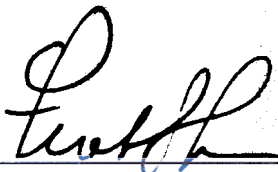
D) The applicant assures that the fiscal accountability of the funds received from the State Emergency Response Commission (SERC) will be managed and accounted for by the lead agency's chief comptroller and that internal control and authority to ensure compliance with SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.

- E)** The applicant and its contractors will comply with the nondiscrimination requirements of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the American Disabilities Act of 1992.
- F)** The applicant will abide by audit requirements as specified in OMB Circular A-133, Audits of State and Local Governments as revised August 29, 1997.
- G)** Any publication (written, visual, or sound) issued by the sub-grantee describing programs funded whole or in part with federal funds, shall contain the following statement:
- “This program was supported by Grant # _____, awarded by the Nevada State Emergency Response Commission (and, if a HMEP grant, the U.S. Department of Transportation). Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position of policies of the State Emergency Response Commission (and, if a HMEP grant, U.S. Department of Transportation).”
- H)** The applicant fully understands the State Emergency Response Commission (SERC) has the right to suspend, terminate, or de-obligate grant funds to any grantee/sub-grantee that fails to conform to the requirements or the terms and conditions of its’ grant award.
- I)** **LOBBYING** - No grant funds appropriated will be paid, by or on behalf of the grantee/sub-grantee, to any person for influencing or attempting to influence an officer, employee, or a member of Congress, or an officer, employee, or any member of the Nevada State Legislature.
- J)** Project related income, (i.e., registration fees, royalties, sales of real and personal property) must be used for the purpose of furthering the goals and objectives of the project or program from which the income was generated. Interest earned must be returned to the State Emergency Response Commission (SERC.)

SIGNATURES REQUIRED

GOVERNMENTAL UNIT (*COUNTY COMMISSIONER OR COUNTY MANAGER*)

NAME (PRINT): Frank Siracusa **TITLE:** CHIEF

SIGNATURE: X  DATE: 9-7-06

* * * * *

LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN

NAME
(PRINT): Peter Reinschmidt

SIGNATURE: X  DATE: 9/7/06

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